

Coral Gables Fire Rescue

Requesting Records by mail	
Finding the record	Date and location or date and patient name is necessary to find a record
Charge for copies	<p>Fee is\$ 0.15 per page single-sided/\$ 0.20 double-sided</p> <p>EMS for one patient is normally two pages. Fire reports vary. (See postage below)</p> <p>Checks Payable to: City of Coral Gables</p>
Postage	<p>Self-addressed stamped envelope or Add \$1.00—if included in the fee</p>
Fire reports	Are public Records with exception of arson investigation reports unless closed and EMS patient reports. (See below)
Medical authorization for EMS Patient reports	EMS patient report requests must have a notarized medical release forms signed by the patient or the patients legal guardian in the case of a minor.
Mail to:	<p>Coral Gables Fire Rescue Records 2815 Salzedo St., Coral Gables, FL 33134</p>
Information on records	Phone number from 9 a.m. – 4 p.m. EST: 305-460-5567
Walk-in records requests	<p>EMS patient: Only the person/patient with a pictured ID (Drivers License or passport) can receive a copy of an EMS patient report.</p> <p>Fire reports: A public record request form is filled out, date and location are required to find the report.</p>
Subpoena for EMS records	Must have patient name and birth date. Location and/or date of accident.